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COMDTNOTE 1754

SUBJ: HEALTH, SAFETY AND WORK-LIFE LISTSERVE

1. A LISTSERVE HAS BEEN ESTABLISHED BY THE HEALTH, SAFETY AND WORK-LIFE (HSWL) DIRECTORATE TO IMPROVE THE DISTRIBUTION AND TIMELINESS OF EMERGING HSWL INFORMATION FOR USE BY ALL BENEFICIARIES, ACTIVE, RESERVE, RETIRED, CIVILIAN AND FAMILY MEMBERS.

2. A LISTSERVE IS AN ELECTRONIC MAILING LIST THAT ALLOWS ALL USERS TO SUBSCRIBE TO RECEIVE PERTINENT INFORMATION AT THE E-MAIL ADDRESS OF THEIR CHOICE. THE HSWL LISTSERVE WILL AUTOMATICALLY BROADCAST TO EVERYONE WHO HAS SUBSCRIBED. THE RESULT IS SIMILAR TO A NEWS GROUP OR FORUM EXCEPT THE HSWL INFORMATION WILL BE TRANSMITTED AS E-MAIL.

3. THE HSWL LISTSERVE WILL PROVIDE THE LATEST INFORMATION ON ISSUES SUCH AS TRICARE UPDATES AND CHANGES, ON- AND OFF-DUTY SAFETY, HEALTH PROMOTION PROGRAMS AND INDIVIDUAL AND FAMILY SUPPORT PROGRAMS. ANNOUNCEMENTS REGARDING CHANGES TO PROGRAMS AND POLICIES AND THE ADDITION OF NEW PROGRAMS AND BENEFITS WILL BE FEATURED.

4. TO BE ADDED TO THE HSWL LISTSERVE, NEW USERS CAN MAKE A REQUEST AT THE FOLLOWING SITE:

[HTTP://CGLS.USCG.MIL/MAILMAN/LISTINFO/HEALTHSAFETYWORKLIFE](http://CGLS.USCG.MIL/MAILMAN/LISTINFO/HEALTHSAFETYWORKLIFE).

AT THIS SITE, YOU WILL BE ASKED TO PROVIDE AN E-MAIL ADDRESS AND CREATE A PASSWORD. WORK AND HOME E-MAILS MAY BE USED. AFTER THIS INFORMATION IS SUBMITTED, YOU WILL RECEIVE AN E-MAIL REQUESTING CONFIRMATION THAT YOU WANT TO BE ADDED TO THE LISTSERVE. ONCE THIS IS CONFIRMED, YOUR E-MAIL ADDRESS WILL BE ADDED TO THE LISTSERVE. YOU MAY EVEN REGISTER MULTIPLE ADDRESSES SO FAMILY MEMBERS CAN RECEIVE THE INFORMATION NO MATTER YOUR DUTY STATUS. ALL SUBSCRIBERS MAY UNSUBSCRIBE ANY TIME. E-MAIL ADDRESSES WILL NOT BE SHARED WITH ANY OTHER GROUP.

5. COMMANDING OFFICERS AND OFFICERS-IN-CHARGE ARE ENCOURAGED TO ENSURE THE WIDEST DISTRIBUTION OF THIS INFORMATION, WITHIN THE COMMAND, TO UNIT OMBUDSMAN, LOCAL SPOUSE CLUB ORGANIZATIONS, RETIREE GROUPS, AND TO FAMILY MEMBERS.

6. FOR ADDITIONAL INFORMATION ON HEALTH, SAFETY OR WORK-LIFE (HSWL) PROGRAMS VISIT: [HTTP://WWW.USCG.MIL/HSWL](http://WWW.USCG.MIL/HSWL). USEFUL HSWL TELEPHONE NUMBERS INCLUDE THE FOLLOWING:

A. TOLL FREE WORK-LIFE NUMBER: 800-872-4957.

B. CG EMPLOYEE ASSISTANCE NUMBER: 800-222-0364.

C. HEALTH BENEFITS AND TRICARE HELP LINE: 800-9-HBA-HBA.

7. COMDT (CG-11) LISTSERVE POC IS MR. BOB SKEWES AT 202-475-5140 OR [ROBERT.L.SKEWES\(AT\)USCG.MIL](mailto:ROBERT.L.SKEWES(AT)USCG.MIL).

8. RADM MARK TEDESCO, DIRECTOR OF HEALTH, SAFETY AND WORK-LIFE, SENDS.

9. INTERNET RELEASE AUTHORIZED.

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